



BUREAU OF SURFACE AND MINERAL RESOURCES
APPLICATION FOR ASSIGNMENT OF
GRAZING / CROPLAND LEASES

For and in consideration of _____ dollars, paid for the lease and _____ dollars paid for improvements and/or personal property, the receipt of which is hereby acknowledged, we hereby sell, assign and transfer unto: (name) _____, Telephone (_____) _____, (addr) _____, all of my/our right, title and interest in State of Idaho **Lease # _____.**

(If only part of lease is being assigned, list or attach a legal description of all lands being assigned; OR if all of lease is being assigned write 'All Lands Within Lease'.)

ACCEPTANCE AND ASSUMPTION BY ASSIGNOR:

I/We hereby swear and affirm that the consideration stated herein is the full and complete amount paid by the assignees to the assignors, and no additional payment has been or will be made.

STATE OF _____)
: ss.
County of _____)

(Signature of Assignor / Current Lessee)

(Signature of Assignor / Current Lessee)

On this _____ day of _____ in the year _____ before me a Notary Public, in and for the State of _____ personally appeared _____ and acknowledged to me that he executed the foregoing instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the day and year last above written.

Notary Public

Residing at

My Commission Expires

ACCEPTANCE AND ASSUMPTION BY ASSIGNEE:

I/We hereby swear and affirm that the consideration stated herein is the full and complete amount paid by the assignees to the assignors, and no additional payment has been or will be made.

STATE OF _____)
: ss.
County of _____)

(Signature Of Assignee / New Lessee)

(Signature Of Assignee / New Lessee)

On this _____ day of _____ in the year _____ before me a Notary Public, in and for the State of _____ personally appeared _____ and acknowledged to me that he executed the foregoing instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the day and year last above written.

Notary Public

Residing at

Commission Expires

Recorded this _____ day of _____, 20____.

IDAHO DEPARTMENT OF LANDS
INSTRUCTIONS FOR COMPLETING THE LEASE ASSIGNMENT APPLICATION
FOR GRAZING AND CROPLAND LEASES

The lease must be current and in good standing prior to approval of an assignment.

The **ASSIGNOR** is the current lessee of record for this State lease. The **assignor** is giving up all interest, right and/or title to the lease (or a portion of the lease) being assigned. The **assignor's** notarized signature must appear on the application for assignment form as it appears on the current lease.

The **ASSIGNEE** is the person or persons to whom all interest, right or title to the lease (or a portion of the lease) is being sold or transferred. The **assignee** will become the new lessee of record with the Department. The **assignee** signs the lower portion of the application using the name that will appear on the lease and will become the new lessee of record.

Please review the checklist below and ensure all items required have been enclosed:

- ✓ Two original application forms, having both **assignor** and **assignee** original notarized signatures, must be submitted to the Department.
- ✓ The current Lessee must surrender their original current lease, or in the event the lease cannot be found, an Affidavit of Loss must be completed and submitted with the application for assignment forms.
- ✓ Include all supporting documentation of legal or court action, if indicated. (e.g., Power of Attorney, Administrator or Executor of Estate/Trustee, etc.)
- ✓ A release of mortgage statement from the mortgage holder if the lease is currently covered under a Department recorded mortgage.
- ✓ A fee of \$25.00 must accompany the application for assignment of EACH lease.
- ✓ If the assignment consists of only part of the lease (partial assignment), an application to lease form with the administrative fee of \$10 must accompany the application.

Please mail or deliver both of the application forms, and all supporting documents, to the Department of Lands, PO Box 83720, 954 West Jefferson, Boise, ID 83720-0050 or to our Area Office of jurisdiction.

When the assignment has been received, the Area Office will be requested to review and generate an inspection of the leased lands and obtain a management proposal from the assignee (who will become the new lessee). After the management proposal has been accepted and the assignment has been approved and recorded, one original copy of the assignment will be retained in the Department of Lands office in Boise and the other original copy of the assignment, together with appropriate supporting documents, will be forwarded to the new lessee.

You may contact our local area office, or the Bureau of Surface and Mineral Resources at 208-334-0200, if you have questions regarding documentation requirements